

~~SECRET~~

~~RETURN TO~~
RECORDS MANAGEMENT DIVISION

Executive Officer, Cable Secretariat

17 February 1955

Chief, Records Management Division
Management Staff

Maintenance of Cable Files

REFERENCE : Your memo dated 11 February 1955 requesting information on the proposed survey to determine the practicality of consolidating cable reference services.

1. A project proposal is being prepared outlining the objectives and scope of the survey. The proposal should be ready in about two weeks for circulation to all interested offices for concurrences. As soon as we receive these necessary concurrences, we will be ready to start the survey.

2. The type of information desired from your Office will depend on the extent of the survey as finally agreed on by the offices concerned.

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MS/RMD/RSB/JS:ew

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2/17/55